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357 FRSTAT Approved For Release 2004/03/15: CIA-RDP80M00165A00110012002038

19 SEP 1977

MEMORANDUM FOR: George L. Cary, Legislative Counsel

FROM Acting Deputy Director Central Intelligence

SUBJECT FY 1978 Equal Employment Opportunity Goals

REFERENCE FY 1978 DCI Area EEO Plan

George:

- Today I have approved the DCI Area FY 1978 EEO Planning Objectives (copy attached) which, among other things, establishes a target of 10% minority race professionals and 10% female professionals on duty in each office of the DCI Area by 30 June 1979. In view of authorized expansion and anticipated turnover in 1978 and 1979, I think you will agree that the coming months give us a unique opportunity to address and rectify the historical problem of minimum minority and female representation within the offices and staffs of the DCI Area. The DCI Area offices and staffs have not set a good example.
- 2. According to my information the achievement of a 10% goal means that there would be minority race professionals and female professionals on duty with your office. With your personal attention to achieving these goals, I think we can make it.

John F. Blake Acting DDCI

Attachment

FY 1978 EEO Plan (DCI Area)

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Part D FY 1978 EEO Plan

DCI AREA FY 1978 EEO PLAN

Actions

Objective

Objective	Actions	Responsible Office	Target Date
 Achieve a minimum minority professional employment staffing level of 10% of authorized professional strength in each office of the DCI Area. 	Internal transfer and external recruitment as necessary.	Each Independent Office Head.	30 June 1979
2. Achieve a minimum female professional employment staffing level of 10% of authorized professional strength in each office of the DCI Area.	Internal transfer and external recruitment as necessary.	Each Independent Office Head.	30 June 1979
3. Develop a functional career counseling system for the Executive Career Service.	 a. Design the system; b. appoint one senior career counselor in each office of the DCI Area; c. assure that each career counselor is trained to fulfill the responsibilities assigned. 	Chairman, Executive Career Service Board and each Independent Office Head.	1 April 1978
4 Assure that at least one EEO Conselor in each office has received the prescribed formal training required for this responsibility.	Review the background of each individual appointed as an EEO Counselor and schedule training for those who must complete it.		1 April 1978
5. Study the possibilities and feasibility of establishing a more structured upward mobility program in selected offices of the DCI Area.	1. Attempt to identify certain positions which could be utilized to provide expanded career opportunities and enrich work experiences for qualified clerical employees of the DCI At 2. Establish the requirements for selection for assignment to these positions.	ed rea.	1 April 1978

SUBJECT:	FY	1978	Equa1	Employment	Opportunity	y Goals
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19 SEP 1977

MEMORANDUM FOR: John H. Waller, Inspector General

FROM

: Acting Deputy Director Central Intelligence

SUBJECT

: FY 1978 Equal Employment Opportunity Goals

REFERENCE

FY 1978 DCI Area EEO Plan

John:

1. Today I have approved the DCI Area FY 1978 EEO Planning Objectives (copy attached) which, among other things, establishes a target of 10% minority race professionals and 10% female professionals on duty in each office of the DCI Area by 30 June 1979. In view of authorized expansion and anticipated turnover in 1978 and 1979, I think you will agree that the coming months give us a unique opportunity to address and rectify the historical problem of minimum minority and female professional representation within the offices and staffs of the DCI Area. The DCI Area offices and staffs have not set a good example.

means that there would be female professionals on du Audit Staff). With your persona	ty with your office (including
goals, I think we can make it.	
•	
	John F. Blake

Acting DDCI

Attachment

FY 1978 EEO Plan (DCI Area)

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Objective

1. Achieve a minimum minority professional employment staffing level of 10% of authorized professional streagth in each office of the DCI Area.

2. Achieve a minimum female professional employment staffing level of 18% of authorized professional strength in each office of the DCI Area.

3. Sevelop a functional career counseling system for the Executive Cares Service.

40 Mssure that at least one EEO

c Belor in each office has received the prescribed formal training requered for this responsibility.

offixes of the DCI Area. bility of establishing a more structured upward mobility program in selected Btudy the possibilities and feasi-

necessary. external recruitment as Internal transfer and Actions Office Head. Responsible Office Each Independent Target Date 30 June 1979

external recruitment as Internal transfer and

necessary.

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assure that each career ties assigned. fulfill the responsibilicounselor is trained to

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DCI Area;

for those who must complete it. Counselor and schedule training individual appointed as an EEO Review the background of each Each Office Head.

clerical employees of the DCI Area. work experiences for qualified career opportunities and enriched be utilized to provide expanded tain positions which could for selection for assignment to Establish the requirements Attempt to identify cer-Office Head and AO/DCI. Each Independent

these positions.

Office Head. Each Independent

30 June 1979

1 April 1978

and each Independent Career Service Board Chairman, Executive

Office Head.

1 April 1978

1 April 1978

SUBJECT:	FY 1978	Equa1	${\bf Employment}$	Opportunity	Goals
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Approved For Release 2004/03/15: CIA-RDP80M00165A001100120020-8

19 SEP 1977

MEMORANDUM FOR: James H. Taylor, Comptroller

FROM : Acting Deputy Director Central Intelligence

SUBJECT: FY 1978 Equal Employment Opportunity Goals

REFERENCE: FY 1978 DCI Area EEO Plan

Jim:

1. Today I have approved the DCI Area FY 1978 EEO Planning Objectives (copy attached) which, among other things, establishes a target of 10% minority race professionals and 10% female professionals on duty in each office of the DCI Area by 30 June 1979. In view of authorized expansion and anticipated turnover in 1978 and 1979, I think you will agree that the coming months give us a unique opportunity to address and rectify the historical problem of minimum minority and female representation within the offices and staffs of the DCI Area. The DCI Area offices and staffs have not set a good example.

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2. According to my information the achievement of a 10% goal means that there would be minority race professionals and female professionals on duty with your office. With your personal attention to achieving these goals, I think we can make it.

John F. Blake
Acting DDCI

Attachment

FY 1978 EEO Plan (DCI Area)

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DCI AREA FY 1978 EEO PLAN

Objective Achieve a minimum minority Professional employment staffing level of 10% of authorized professional streagth in each office of the DCI Area. Chieve a minimum female professional employment staffing level	Actions Internal transfer and external recruitment as necessary. Internal transfer and external recruitment as	Responsible Office Each Independent Office Head. Each Independent Office Head.	Target Date 30 June 1979 30 June 1979
2. Echieve a minimum female professional employment staffing level of 10% of authorized professional streeth in each office of the DCI Area.		Each Independent Office Head.	30 June 19
3. Revelop a functional career counceling system for the Executive Career Service.	a. Design the system;b. appoint one senior career counselor in each office of the	Chairman, Executive Career Service Board and each Independent Office Head.	1 April 1978
2004/03/15 : (DCI Area; c. assure that each career counselor is trained to fulfill the responsibili- ties assigned.		
4. Assure that at least one EEO C. Releast in each office has received the Exrescribed formal training requered for this responsibility.	Review the background of each Individual appointed as an EEO Counselor and schedule training for those who must complete it.	Each Office Head.	1 April 1978
5. Study the possibilities and feasibility of establishing a more structured upward mobility program in selected offices of the DCI Area.	1. Attempt to identify cer- Ea tain positions which could Of be utilized to provide expanded career opportunities and enriched work experiences for qualified	Each Independent Office Head and AO/DCI. ed ched	1 April 1978

clerical employees of the DCI Area.

these positions.

 Establish the requirements for selection for assignment to

	SUBJECT:	FY 1978 E	qual Emp	loyment	Opportunity	Goals
TAT	AO/DCI					
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A* INISTRATIVE-Approved For Release 2004/03/15 : CIA-RDP80M00165A001100120020-8

19 SEP 1977

MEMORANDUM FOR: Anthony A. Lapham, General Counsel

FROM

: Acting Deputy Director Central Intelligence

SUBJECT

FY 1978 Equal Employment Opportunity Goals

REFERENCE

FY 1978 DCI Area EEO Plan

Tony:

1. Today I have approved the DCI Area FY 1978 EEO Planning Objectives (copy attached) which, among other things, establishes a target of 10% minority race professionals and 10% female professionals on duty in each office of the DCI Area by 30 June 1979. In view of authorized expansion and anticipated turnover in 1978 and 1979, I think you will agree that the coming months give us a unique opportunity to address and rectify the historical problem of minimum minority and female representation within the offices and staffs of the DCI Area. The DCI Area offices and staffs have not set a good example.

2. According to my information the achievement of a 10% goal means that there would be minority race professionals and female professionals on duty with your office. With your personal attention to achieving these goals, I think we can make it.

John F. Blake Acting DDCI

Attachment

FY 1978 EEO Plan (DCI Area)

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DCI AREA FY 1978 EEO PLAN

5. Study the possibilities and feasi- bifity of establishing a more structured uppard mobility program in selected offices of the DCI Area.	4. Assure that at least one EEO anselor in each office has received the prescribed formal training required for this responsibility.	3. PDevelop a functional career compseling system for the Executive Career Service. O 10 10 10 10 10 10 10 10 10	Achieve a minimum female pro- ressional employment staffing level of 10% of authorized professional steength in each office of the DCI Area.	Objective 1. Achieve a minimum minority professional employment staffing level of 10% of authorized professional strength in each office of the DCI Area.
1. Attempt to identify cer- Ea tain positions which could Of be utilized to provide expanded career opportunities and enriched	Review the background of each individual appointed as an EEO Counselor and schedule training for those who must complete it.	 a. Design the system; b. appoint one senior career counselor in each office of the DCI Area; c. assure that each career counselor is trained to fulfill the responsibilities assigned. 	Internal transfer and external recruitment as necessary.	Actions Internal transfer and external recruitment as necessary.
Each Independent Office Head and AO/DCI. led iched	th Each Office Head. EO ling it.	Chairman, Executive Gareer Service Board and each Independent Office Head.	Each Independent Office Head.	Responsible Office Each Independent Office Head.
1 April 1978	1 April 1978	1 April 1978	30 June 1979	Target Date 30 June 1979

work experiences for qualified

these positions.

clerical employees of the DCI Area.

2. Establish the requirements for selection for assignment to

SUBJECT: FY 1978 Equal Employment Opportunity Goals

AO/DCI

Distribution:

Original - Addressee w/att

1 - AO/DCI w/o att

1 - ADDCI w/att

1 - ER w/att